

## Assistant Fire Chief

### Description

This classification is responsible for work performed in combating, extinguishing, and preventing fires, and protection of life and property through firefighting activities. The firefighter performs other duties in areas such as responding to emergency medical calls, hazardous materials incidents, rescues, searches, and other public safety or community functions. This employee acts as supervisor in the absence of the Fire Chief. Duties may also include other support services under the close supervision of the Fire Chief. This position also functions as the city safety officer. Independent judgment is sometimes used according to the situation and sometimes-different courses of action must be considered to complete a task. This employee is under the direct supervision of the Fire Chief. Starting pay is based on experience.

### Responsibilities

*Other duties may be assigned. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions*

- Acts as supervisor in the absences of the Chief;
- Conduct fire and life safety inspections
- Leads or assist in fire cause determination after incidents
- Attends appropriate training;
- Responds to fire alarms, connects hose, hold nozzle and directs water streams;
- Forces entry of premises for firefighting, rescue and salvage operations, uses chemical fire extinguishers, bars, hooks, lines, and other equipment;
- Removes persons from danger, administers first-aid to injured persons;
- Positions and climbs ladders to gain access to upper levels of building;
- Performs salvage operations such as throwing covers, sweeping and removing debris;
- Carries charged hose line into structure for fire extinguishment;
- Participates in fire drills and attends training classes in firefighting and first-aid and related subjects;
- Drives fire apparatus when properly certified to do so;
- Performs extreme strenuous and physical labor for extended periods under some unfavorable climate conditions, frequently lifting objects weighing 50 to 100 pounds; and
- Performs duties requiring bending, crouching, stooping, climbing and crawling in buildings or close quarters that may be filled with smoke.
- Performs cleaning and maintenance of equipment and quarters;
- May operate departmental radio communications on special assignments, and receives alarms; and
- Performs other duties as assigned.

### Qualifications

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Knowledge of basic supervisory and management techniques;

### Employment Type

Fire Department

### Duration of employment

Full Time

### Base Salary

\$ 49,774 - \$ 69,445

### Job Benefits

Full benefit package available including vacation, sick days, paid holidays; health, dental, vision, life/AD&D, TCRS retirement and supplemental voluntary benefits.

### Date posted

September 10, 2020

### Apply Online

Apply Now

- Knowledge of fire prevention and State and City regulations as applies to fire fighting and prevention;
- Knowledge of workplace safety rules and regulations
- Knowledge of geographic area of the service area;
- Knowledge of first aid;
- Knowledge of proper use and maintenance of equipment;
- Ability to plan and direct the work of others;
- Ability to coach employees and resolve employee problems;
- Ability to read, understand, and act upon printed information;
- Ability to wear complete set of protective clothing and self-contained breathing apparatus for an extended period of time;
- Ability to react quickly and calmly in an emergency situation and to determine the proper course of action;
- Ability to operate a variety of firefighting equipment;
- Ability to operate large trucks safely;
- Ability to drive at fast speeds consistent with safety, considering traffic, weather, road conditions, and also including knowledge of laws regarding operations of emergency vehicles in route to scene;
- Ability to understand and follow verbal and written communication;
- Ability to work under extreme weather conditions and dangerous heights;
- Ability to establish and maintain an effective working relationship with the public and other employees; and
- Ability to physically and mentally function at different heights and in close quarters.

### **Education and/or Experience**

- Must have a high school diploma or successfully completed GED;
- Must be a Certified Firefighter;
- Must pass a medical examination, drug screening and background check;
- 5+ years of work experience as a Firefighter
- 2+ years of supervisory experience equivalent to Captain or higher

### **Licenses and Certificates**

- Valid driver's license;
- Must have a current First Responder certification
- Pro Board Fire Inspector 1 within 1 year of being hired
- Pro Board Fire Investigator 1 within 1 year of being hired

### **Physical Demands**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Performs extreme strenuous and physical labor for extended periods under some unfavorable climate conditions, frequently lifting objects weighing 50 to 100 pounds. The employee will operate firefighting, rescue, and medical equipment to include: nozzles, hoses, self-contained breathing apparatus, power saws, generators, jaws, hydraulic tools, and medical life support equipment. Duties require bending, crouching, stooping, climbing and crawling in buildings or close quarters that may be filled with smoke.

### **HOW DO I APPLY?**

[CLICK HERE TO APPLY ONLINE](#) or an application may be obtained from the receptionist at Portland City Hall upon request Monday through Friday 8 am – 4:30

pm. A detailed job description is also available from the receptionist upon request.

**Completed applications must be submitted or returned to City Hall by: Until Filled**

Attn: Human Resources

100 South Russell Street

Portland, Tennessee 37148

Post-offer, Pre-employment background check, drug screen and physical required.

**The City of Portland is an equal opportunity employer.**